










## **DMC RESOURCES AND FAQ'S**

### **HELPFUL LINKS**

-  CSA's DMC:  
[http://www.cdcr.ca.gov/DivisionsBoards/CSA/disporportionate\\_minority\\_contact.htm](http://www.cdcr.ca.gov/DivisionsBoards/CSA/disporportionate_minority_contact.htm)
-  OJJDP's DMC History: <http://ojjdp.ncjrs.gov/dmc/index.html>
-  OJJDP's DMC Calculation Tool:  
<http://ojjdp.ncjrs.gov/dmc/tools/index.html>
-  Formula Grants Program Purpose Area:  
[http://www.dsgonline.com/Program\\_Logic\\_Model/fq\\_pm.htm](http://www.dsgonline.com/Program_Logic_Model/fq_pm.htm)
-  W. Haywood Burns Institute: <http://www.burnsinstitute.org/>
-  National Council on Crime and Delinquency: [http://www.nccd-crc.org/nccd/n\\_index\\_main.html](http://www.nccd-crc.org/nccd/n_index_main.html)
-  Building Blocks for Youth: <http://www.buildingblocksforyouth.org/>
-  Oregon's DMC Initiative:  
<http://www.co.multnomah.or.us/dcj/jcjdetrform.shtml>
-  California Chief Probation Officers: <http://www.cpoc.org/roster.php>

### **ANSWERS TO FREQUENTLY ASKED QUESTIONS**

#### **ADMINISTRATIVE**

1. Who is eligible to apply?

**Only counties are eligible to apply for this funding opportunity. While the purpose of this Project is to assist probation departments, counties must apply for the grants and designate the probation department as the implementing agency on the grant application. All counties are eligible to submit a proposal for funds that will be awarded on a competitive basis for Phase I of the Project.**

2. How will applicants be notified of the awards?

**The Review Panel will develop funding recommendations for consideration by the CSA board. The Board will make final grant award decisions at its November 2006 meeting which is open to the public. Applicants will be notified in writing of the panel's funding recommendations.**

3. Since this grant cycle is anticipated to be three years, will there be an audit due every year?

**Yes. (Pursuant to Federal requirements)**

4. If an applicant does not receive this grant award are there additional funding sources available for DMC activities?

**CSA staff is currently exploring options to address the needs of unsuccessful applicants.**

5. Are there specific requirements related to formatting?

**CSA will be preparing proposals in binder fashion for the raters so please do not bind them. Please be considerate of the raters; we encourage using eleven or twelve point font. There are no page limits; however, more information is not necessarily better. The objective is to answer questions in a clear, concise and compelling manner.**

6. Was the intent of the RFP to fund five counties?

**The intent of the RFP was to fund the most meritorious proposals up to the \$750,000 total available for this first year. If each successful applicant requests the maximum available (\$150,000) CSA will be funding five counties. However, if the awarded applicants request less than the maximum available, there is the potential for funding six or more counties.**

7. Does the RFP allow for completion on-line and will the RFP be accepted as an on-line submission?

**Applicants may download the RFP from our website:**

**[http://www.cdcr.ca.gov/DivisionsBoards/CSA/dmc\\_enhanced\\_technical\\_assistance\\_project.html](http://www.cdcr.ca.gov/DivisionsBoards/CSA/dmc_enhanced_technical_assistance_project.html). Applicants are required to submit one original and three additional copies via mail, postmarked or hand delivered to the CSA by October 2, 2006.**

8. Are there any Disabled Veteran requirements?

**No.**

## **WORK PLAN**

9. If a county has an existing DMC Committee or current DMC effort, is the county still eligible to apply?

**Yes. As the RFP indicates, the intent is to assist Probation Departments in developing and/or strengthening community-based DMC reduction activities regardless of whether they have an existing DMC committee or effort occurring in the county. In this event, it is important for the applicant to be very thoughtful in the approach and to ensure that the proposed budget and activities are consistent with the intent of the RFP. Additionally, the applicant should ensure that the proposal includes a deliberate plan for collaboration with current DMC activities rather than duplication of services.**

10. Is there a list of DMC expert consultants provided by CSA?

**No. There are a number of agencies and individuals with DMC expertise both locally and nationally who have worked for various county probation departments in California. CSA has developed a list of "Helpful Links" at the top of this page that may be of assistance in identifying a DMC expert consultant.**

11. Are there examples of appropriate "Work Plans" relative to the DMC expert consultant?  
**No. The CSA does not have a preconceived notion of what is appropriate because we recognize there will be differing needs in different jurisdictions. The intent of the "preliminary work plan" is to assist the applicant in determining what might be of value that only a DMC expert can provide, how much involvement will be necessary to equip the department with DMC education, data analysis and direction and to clarify work and role expectations between the activities of the DMC Coordinator (probation staff) and that of the DMC expert consultant.**

12. Is a DMC expert consultant required?  
**Yes.**

13. Can grant funds be used to pay for more than one expert consultant?  
**Yes. The RFP does not limit the number or the type of expert consultants; however, it is incumbent upon the applicant to clearly build a case for such a proposal and justify the use of resources in that manner.**

14. Can the DMC expert consultant be the DMC Coordinator?  
**No. The responsibilities of these two positions are different.**

15. Can grant funds be used to train additional stakeholders in this first 12-month phase?  
**Yes, if the department determines stakeholder training would assist department staff in the analysis of data related to DMC and can support that determination.**

16. Does the county's Juvenile Justice Coordinating Council need to review the DMC proposal or sign the resolution?  
**No. Only the Board of Supervisors will need to sign the resolution; however, we encourage communication of new initiatives or activities that may impact the at-risk youth of your community to the Juvenile Justice Coordinating Council.**

17. Is there a place within the RFP that a county may provide an overview of current DMC activities in discussing the use of necessary resources?  
**Yes. Applicants may discuss current DMC activities in any section(s) of the RFP where doing so would help clarify or provide context for the response to the question.**

18. Should we identify by name the DMC expert consultant we hope to contract with?  
**No. CSA recognizes that each jurisdiction will have individual requirements related to contracting with a DMC expert consultant. The expectations (work plan) for the DMC expert consultant must be articulated and supported.**

## **BUDGET**

19. Is there a minimum or maximum on the amount of funds we can request?  
**Yes. Applicants may apply for up to \$150,000 for the first year. Applicants will need to budget carefully for the project they are proposing. One of the rating criteria relates to the proposed budget being reasonable and appropriate given the project's nature and scope; we encourage you to build your budget based on need rather than the maximum available.**

20. Within the \$150,000 is there a limit on the amount that can be spent for the DMC expert consultant?

**No. The only expectation is that the proposed budget be appropriate given the scope of the project. Counties may vary in the level of involvement they will require from the expert consultant based on the department's DMC knowledge and activities to date.**

21. Is there a match?

**No.**

## **DATA**

22. May we use the current RRI for additional data support?

**Yes. Applicants may contact Shalinee Hunter for county RRI information at [Shalinee.hunter@cdcr.ca.gov](mailto:Shalinee.hunter@cdcr.ca.gov) or 916/322-8081.**

23. In Section II: Initial Data Analysis and Issue Identification do we use the 2000 census information for "At-Risk Population" in the chart?

**Please use the Department of Finance's publication; however, you may add additional census information should you decide it would assist in clarifying issue identification.**

24. Related to ethnicity and race, the RFP allows for "other" in the data table however additional census resources identify both "mixed" and "other." Do we combine these?

**Yes. CSA recognizes many counties do not have the ability to identify both "mixed" and "other". For this reason we ask that you combine the "mixed" category with "other".**

25. In developing our proposal should we look at arrest data?

**As indicated in the RFP, the only requirement in Section II: Initial Data analysis and Issue Identification is that the proposal provides the data specifically requested and that the applicant provides a clear and concise nexus between the requested data and identified issue. However, you may include additional data that further clarifies the issue identified.**